

CURRICULUM VITAE

**Name:**

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Nationality:

Portuguese

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EDUCATION

- French School (Lycée Français Charles Lepierre) in Lisbon until Year 11.
 - Year 12 (in Humanities area) at the Escola Pré-Universitária Autónoma in Lisbon.
 - Translation and Interpreting course at ISLA (Instituto Superior de Línguas e Administração) successfully completed in 1991.
 - Tourism course at INP (Instituto Superior das Novas Profissões) successfully completed in 1993.
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WORK EXPERIENCE (as a translator, proof-reader and making transcriptions/voiceover)

From 2000 to date Freelance translator/proof-reader from 2000 to date, working directly for clients and for several translation agencies (in Portugal and abroad).

Raiser Translator from 1992 until 2000 (Portuguese translation agency)

Languages translated: English / French / Portuguese BR / Spanish > Portuguese EU

Translation sectors: Technical translation in:

- mechanics (several well-known brands in the motor vehicle industry);
- industrial areas (railway signal command and interlocking system, power plant water treatment system, underground transport system);
- communications (telephone systems, aeriels, fibre optics, etc.);
- computing (hardware and software, technical and user manuals);
- marketing, advertising, training (training manuals in mechanics, customer service, sales, quality control, etc.);
- user manuals (household appliances, audio and video systems, electronic equipment);
- contracts and legal documents for several firms of solicitors and private clients, patents;
- medical documents;
- training programs;

Some recent projects: A large number of technical/commercial brochures, leaflets and manuals for three large European motor vehicle manufacturers – PEUGEOT, CITROËN, SCANIA (brochures for new vehicle launches, marketing information for dealerships, technical specifications, training).

Technical workshop manuals (repair/inspection) for two motor vehicle manufacturers (PEUGEOT, CITROËN).

Technical and marketing documents for aircraft manufacturers, as well as for other industrial areas, such as technical specifications for a railway signal command and interlocking system, technical manual for a large utility power plant water treatment system, technical specifications for an underground transport system.

Installation, operation and maintenance manuals for a hot wheel and brake detection system for a railway system, using infrared sensors and a computer controlled radio interface.

Several technical catalogues for microwave and fibre optic communication equipment for a European manufacturer.

PowerPoint presentations for technical and commercial training for IT specialists.

A large number of user manuals for domestic and commercial climate control systems (DAIKIN, PANASONIC, MITSUBISHI).

A large number of user manuals for different types of domestic appliances/audio and video systems (PANASONIC, TOSHIBA, MITSUBISHI, SAMSUNG).

A variety of manuals and documents on quality control and productivity improvements for a battery manufacturer (TUDOR batteries).

Several bids in public calls to tender for a large supplier of IT equipment and services.

A range of internal documentation related to the reorganisation of a large multinational company (TUDOR - Exide Group), including reorganisation plans, internal communications from the CEO to company employees, accounting documents to be shown to banks and creditors, PowerPoint presentations showing plans for quality improvements and training in new technology and systems to improve productivity.

Training programs (E-learning Human Resources and marketing) given to Spanish groups from the insurance/banking sectors (LA CAIXA, BBVA, MAPFRE).

Training programs (E-learning Human Resources/Selling activities) given to a German group (METRO/MAKRO) from the retail branch (food products).

Catalogues and website for a well-known company, which sells office products (FELLOWES).

Catalogues and website for a company, which sells clothing and accessories for the corporate market (SOL's).

Various leaflets and website for a well-known cosmetic branch (GUINOT, MARY COHR, PUIG).

Contracts and management/accounts reports for several firms of solicitors and private clients (banks and insurance firms – BDK, CAIXABANK, AÇOREANA SEGUROS, TRANQUILIDADE).

Diverse legal documentation for courts.

Several documents in the medical field (Medical surveys, Clinical diagnoses, Clinical care, Medical care events, Medical diets prescribed as treatments; Oral Health, Oral appliances, Respiratory care, Tele monitoring for patient therapy; Clinical bulletins, Live webinars and Educational contents for skin treatments; Therapy for oncological treatment – RESMED, CORE2ED/BAYER, JANSSEN, ROCHE).

Several patents in areas such as mechanics, physics, chemistry and medicine (i.e. Pharmaceutical drugs for treatment of breast cancer, Compositions for injectable biodegradable implants, Devices/inventions for medical treatments – RESMED, JANSSEN).

Transcription of court hearings, management and marketing/sales meetings.

Voiceover for a software for a telecommunication company.

Voiceover for a contactless payment system for a French company.